

COMMERCE/CENSUS-7

System Name:

Special Censuses of Population Conducted for State and Local Government—
COMMERCE/CENSUS-7 ([November 1, 2002, 75 FR 13086](#)).

System Location:

Bureau of the Census, Federal Building 3, Washington, DC 20233 and Bureau of the Census,
National Processing Center, 1201 East 10th Street, Jeffersonville, Indiana 47132.

Categories of Individuals Covered by the System:

Residents counted in the geographical boundaries of local units of government requesting a
special census during non-decennial years.

Categories of records in the system:

Address, name, age, race, sex, relationship to head of household, and occasionally other related
social, economic, and demographic characteristics.

Authority for maintenance of the system:

13 U.S.C. 196. These collections are conducted under procedures published at 15 CFR part 50.

Purpose(s):

The purpose of this system of records is to verify the accuracy and quality of data collection and
processing.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses:

These data maintained by the Bureau of the Census are used solely for statistical purposes.
Publications do not contain data that could identify any particular establishment or individual.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Magnetic tape, paper copy.

Retrievability:

Records are retrieved by name and address.

Safeguards:

All employees are subject to the restrictions, penalties, and prohibitions of Title 13, U.S.C. Employees are also regularly advised of the regulations issued pursuant to Title 13, U.S.C. governing the confidentiality of the data. Computer systems processing sensitive information meet the basic security requirements for discretionary access control as defined by DOD 5200.28 STD, commonly referred to as C2-level security. This level of security controls through use of specific security features, access to information such that only properly authorized individuals, or processes operating on their behalf, will have access to read, write, create, or delete information.

Retention and Disposal:

In accordance with the Census Bureau records control schedule approved by the national Archives and Records Administration, tapes are retained for 90 days after processing, then erased, paper copy is retained for three years, then destroyed.

System Manager(s) and Address:

Associate Director for Field Operations, Bureau of the Census, Federal Building 3, Washington, DC 20233.

Systems Exempted from Certain Provisions of the Act:

Pursuant to 5 U.S.C. 552a(k)(4) this system records is exempt from the notification access and contest requirements of the agency procedures (under 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f)). This exemption is applicable as the data are maintained by the Bureau of the Census solely as statistical records as required under Title 13 U.S.C. and are not used in whole or in part in making any determination about an identifiable individual. This exemption is made in accordance to agency rules published in the rules section of this *Federal Register*.

